APPROVED

Pataula Charter Academy

Minutes

March 2024 Board Meeting

Date and Time
Monday March 18, 2024 at 6:00 PM

Location
Spring Creek Charter Academy lunchroom

Directors Present
E. Austin, G. Flowers, J. Earp, J. Sanders, K. Gilbert, L. Hixon, N. Johnson, R. Collins

Directors Absent
R. Lane

Ex Officio Members Present
C. Weathersby, K. Holley

Guests Present
C. Boyd, F. Riles, Fallyn Riles, H. Worsley, L. Adkinson

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

L. Hixon called a meeting of the board of directors of Pataula Charter Academy to order on Monday Mar 18, 2024 at 6:07 PM.

C. Approve Agenda

The following items have been added to the Agenda:
III. I. SCCA SPED Curriculum Purchase - Vote
III. J. Pataula SRO Vehicle Purchase - Vote

K. Gilbert made a motion to Approve the Agenda as amended.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Formal Grievance

SCCA parent, Stephanie Gay, requested to present a formal grievance. However, the parent was not present at the meeting.

E. Approve Minutes

R. Collins made a motion to approve the minutes from February 2024 Board Meeting on 03-04-24.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approve Executive Session Minutes

R. Collins made a motion to approve the minutes from March 4, 2024 Executive Session.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Public Comment

There was no public comment.

H. Executive Session - Personnel

G. Flowers made a motion to enter Executive Session at 6:10.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. PCA Resignations

Teacher, Melanie Spooner is resigning at the end of the school year.
Paraprofessional, Carlee Hatcher is resigning at the end of the school year.

B.

SCCA Resignations

Teacher, Ashton Webb, has tendered her resignation effective immediately.
Assistant Principal, Tim Spooner, has tendered his resignation effective at the end of his 23/24 contract.

C. SCCA - Teacher Hires for 24/25 SY

SCCA Administration is requesting approval for the following teacher hires for the 24/25 School Year: Grace Henley and Ashley Smith.
R. Collins made a motion to Approve the hiring of Grace Henley and Ashley Smith for teaching positions at Spring Creek for the 24-25 School Year.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. PCA - Operational CPF Dashboard

PCA is on track to meet on Operational CPF with a predicted score of 100.

E. SCCA - Operational CPF Dashboard

SCCA is on track to meet on Operational CPF with a predicted score of 100.

III. CFO/Business Director Report

A. Pataula - FY 2025 Initial Budget Presentation

The Board reviewed the FY25 Initial General Operating Budget for Pataula. This was the first presentation of the Initial Budget, which shows a projected surplus of $109.338.

B. Pataula - Public Comment on FY 25 Budget Presentation

There was no public comment on the FY25 Budget for Pataula.

C. Pataula - Bus Purchase

The Finance Committee is requesting approval to change our February vote from a five year bus lease to a one-time purchase amount for two new buses. With the possible deletion of our facility grant funds from the state, it will become difficult to budget for a bus lease payment over the next five years. We will use our existing fund balance to purchase the two buses at a price of $279,900.
G. Flowers made a motion to Approve the request to purchase (instead of lease) two new buses for Pataula in the amount of $279,900.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. SCCA - FY 2025 Initial Budget Presentation

The Board reviewed the FY25 Initial General Operating Budget for Spring Creek. This was the first presentation of the Initial Budget, which shows a projected surplus of $13,796.

E. SCCA - Public comment on FY 25 Budget

There was not public comment on the FY25 Budget for Spring Creek.

F. SCCA - Employee Hire for SNP Position

Cheryl is recommending the hiring of Teresa Richardson for the open SNP position at Spring Creek.
E. Austin made a motion to Approve hiring Teresa Richardson for the open SNP position at Spring Creek.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. SCCA - Driveway Repair

The Finance Committee is recommending the Board approve the bid from Circle B Contracting, INC. of $31,250 for driveway repair at Spring Creek. This was the lowest of two bids received.
G. Flowers made a motion to Approve the bid of $31,250 from Circle B Contracting, INC for driveway repair at Spring Creek.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. SCCA - employee hire for School Resource Officer position

Cheryl and Tracie Alexander, Police Chief of Pataula Charter Academy, INC, recommend the hiring of Marcellous Deshun for the SRO position at Spring Creek for the 24-25 School Year.
G. Flowers made a motion to Approve the hiring of Marcellous Deshun for the SRO Position at Spring Creek for the 24-25 School Year.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. SCCA SPED Curriculum Purchase

The Finance Committee is recommending the purchase of Teach Town, a SPED Adaptive Curriculum program, requested by Brandi Adams, SPED Director. This program would be purchased using SCCA IDEA funds. The purchase price is $39,220.76.
J. Earp made a motion to Approve the purchase of Teach Town, SPED Adaptive Curriculum Program, for the purchase price of $39,220.76.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

J.

Pataula SRO Vehicle Purchase

The Finance Committee is recommending the purchase of a used 2020 Ford Explorer from Sunbelt Ford of Albany. The purchase price is $21,342 and the vehicle will be inspected by Transportation Director, Jeremy Pritchett, to ensure it fits our need before the purchase. The current vehicle used by the SRO, which is leased from the Edison Police Department, is constantly in disrepair.
G. Flowers made a motion to Approve the purchase of a used 2020 Ford Explorer from Sunbelt Ford of Albany for the purchase price of $21,342 contingent upon the inspection of the vehicle by Transportation Director, Jeremy Pritchett.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. Governance Training Reminder

Don't forget to complete the online training prior to April 30, if you have not already done so. Please send Kylie your training certificates once completed. She will need them to complete the annual training report.

B. Annual Board Self-Assessment

Don't forget to complete the Annual Board Assessment if you have not done so.

C. Governing Board Retreat

In order to set a date for annual retreat (September), Lindsey obtained a copy of the 2024 Football Schedule for PCA. This will be used to select several dates for the Retreat and a Survey will be sent to Members for their choice.

V. Ad Hoc Superintendent/CFO Evaluation Committee

A. FY24 Supt/CFO Evaluations

Grayson, Chair of the Ad Hoc Evaluation Committee approved the evaluation process plan discussed at the last board meeting, Therefore, Surveys are set up. Supt and CFO will complete the survey as a self-assessment and share it with the Board. After sharing the self-assessment, invites to complete the surveys will be sent out to direct reports and veteran Board members.

VI. Closing Items

A. Adjourn Meeting

E. Austin made a motion to Adjourn the meeting at 6:54.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:54 PM.

Respectfully Submitted,
L. Hixon